



JUN 29 1998

BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

Course Outline **Part A**

School of Business

Program: Management Systems

Option:

BUSA 1100**Introduction to Management**

Hours/Week:	3	Total Hours:	45	Term/Level:	1
Lecture:		Total Weeks:	15	Credits:	3
Lab:	2				
Other:					

Prerequisites**BUSA 1100 is a Prerequisite for:**

Course No.	Course Name
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None

Course No.	Course Name
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BUSA 2250 Applied Business Fundamentals

Course Goals

This course will provide the students introductory skills in solving management related problems and in applying the key functions of management to the business world.

Course Description

This is an introductory course integrating the theory and practice of management. You will gain an understanding of the basic management functions and study how they relate to the modern business world. The studies will increase his/her observation and critical analysis skills, learn how to solve typical problems, debate and actually apply management skills through case studies and experiential learning exercises.

Evaluation

Examination 1	25%	Students must have an average of 50% in Examination 1 and Examination 2 to satisfactorily complete the course.
Debate	25%	
Comparison Study	25%	
Examination 2	25%	
TOTAL	100%	

Course Outcomes and Sub-Outcomes

Upon completion of the course, students should be able to:

1. apply problem-solving techniques.
2. critically evaluate principles and issues.
3. apply the key functions of management.
4. function more effectively as a team member.
5. integrate various business courses into the "quilt of management".

Course Record

Developed by: L. Jones, Business Administration Date: August 25, 1997
Instructor Name & Department (signature)

Revised by: [Signature] Bus. Admin. Date: 8/29/97
Instructor Name & Department (signature)

Recommended by: [Signature] Bus. Admin. Start Date: 8/29/97
Program Head Name & Department (signature)

Approved by: [Signature] Start Date: 9/03/97
Associate Dean/Dean Name & Dept. (signature)



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

Course Outline **Part B**

School of Business

Program: Management Systems

Option:

BUSA 1100

Introduction to Management

Effective Date

Fall, 1997

Instructor(s)

L. Jones

Office No.: SE6-303

Phone: 451-6747

Office Hrs.: As posted and by Appointment

Text(s) and Equipment

Required:

Management, Canadian Fifth Edition, by Robbins, Coulter and Stuart-Kotze, 1997.

Recommended:

Course Notes (Policies and Procedures)

Speaker Series

The School of Business has arranged a special speakers series, in which students will have the opportunity to learn from some exceptional business people about their success stories. Students will be evaluated on the series in their examinations. The first session is scheduled for 4:30 – 6:00 pm, Thursday, September 25 at the Willingdon Conference Centre (Willingdon Church), 4812 Willingdon Avenue, Burnaby.

Assignment Details

Students are expected to read the readings specified in the outline *before* the lecture period.

Details of assignments will be provided well before the due dates.



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

Schedule

School of Business

Program: Management Systems

Option:

BUSA 1100

Introduction to Management

Week of/ Number		Outcome/Material Covered	Reference/Reading	Assignment
September	2	What Managers Do Functions Management of Time	Introduction Chapters 1, 2	
	8	Current Trends Problem-solving Holly White Case	Chapters 2, 6	
	15	Organizational Culture	Chapter 3	
	22	International Management	Chapter 4	Debate Lab
	29	Examination 1 Lab – Observations		
October	6	Planning, Organizing, Design	Chapters 7, 8	Debate Lab
	13	Human Resource Management Cases	Chapter 11	
	20	Interpersonal Skills	Chapter 17	
	27	Leadership	Chapter 16	Comparison /Lab Project
November	3	Motivating Employees	Chapter 15	
	10	Groups and Teams	Chapter 14	
	17	Managing Change	Chapter 12	
	24	Current Issues		
December	1	Success Stories Review		
	8	Examination 2		